



# Committee Agenda

## Affordable Housing Task Force October 26, 2021 – 1:00 PM

Electronic Participation

Grey County Administration Building

1. **Call to Order**
2. **Declaration of Interest**
3. **Reports**
  - a. HDR-AF-23-21 Affordable Housing Build in Dundalk  
**That Report HDR-AF-23-21 regarding a new affordable housing build in Dundalk be received; and**  
**That staff be directed to proceed with the first phase of pre-development activities including the release of an RFP for architect services at an estimated cost of \$250,000 to be funded from the Affordable Housing reserve; and**  
**That staff apply for CMHC SEED funding to support \$150,000 of the predevelopment costs; and**  
**That staff bring back a report with a more substantial design and cost estimate for the build to a future taskforce meeting.**
  - b. HDR-AF-21-21 Assessment of Long-Term Care Home Conversion to Affordable Housing  
**That Report HDR-AF-21-21 regarding an assessment of long term care home buildings being converted to affordable housing be received for information.**
4. **Closed Meeting Matters**
  - a. **That the Affordable Housing Task Force does now move into closed session pursuant to Section 239 (2) of the Municipal Act, 2001, as amended, regarding**
    - i. **a proposed or pending acquisition of land by the municipality or local board. (a. affordable housing conversion b. potential land purchase for supportive/transitional housing)**
5. **Other Business**
6. **Next Meeting Dates**
  - a. TBD

**7. Adjournment**



# Committee Report

<b>To:</b>	Chair McQueen and Members of the Affordable Housing Task Force
<b>Committee Date:</b>	October 26, 2021
<b>Subject / Report No:</b>	HDR-AF-23-21
<b>Title:</b>	New Affordable Housing Build in Dundalk
<b>Prepared by:</b>	Anne Marie Shaw, Director of Housing
<b>Reviewed by:</b>	Kim Wingrove, CAO
<b>Lower Tier(s) Affected:</b>	All
<b>Status:</b>	

## Recommendation

- 1. That Report HDR-AF-23-21 regarding a new affordable housing build in Dundalk be received;**
- 2. That staff be directed to proceed with the first phase of pre-development activities including the release of an RFP for architect services at an estimated cost of \$250,000 to be funded from the Affordable Housing reserve;**
- 3. That staff apply for CMHC SEED funding to support \$150,000 of the predevelopment costs.**
- 4. That staff bring back a report with a more substantial design and cost estimate for the build to a future taskforce meeting.**

## Executive Summary

A new affordable/attainable housing build in Dundalk is part of the Affordable Housing Action Plan and the 10-year housing and homelessness plan. A build in the southern area of Grey County could assist with housing people on our waitlist in Dundalk, Holstein, Flesherton, Markdale and surrounding areas. Attainable units would be reasonable and provide opportunity for people to live where they work.

Salter Pilon provided a feasibility study for affordable/attainable housing for the current Grey County building located at 130 Rowe's Lane in Dundalk. The site currently houses

a building with 11 rent geared to income units. This site could house up to 51 units. Staff would like to start the pre-development activities of a new build for this site using funding from the affordable housing fund, Canadian Housing and Mortgage Corporation (CMHC) and housing reserves if required.

## Background

A County owned site in Dundalk was identified for redevelopment as part of the Affordable Housing Action Plan. The site is located at 130 Rowe's Lane in Dundalk and currently has an 11-plex of rent geared to income housing on site. The site has approximately one acre of developable land. Salter Pilon provided a site feasibility assessment and provided an example of a four-story building with up to 51 units of housing. The suggested building is approximately 44,888 square feet.

The site will require minor variances to meet the required number of parking spots. Staff would like to begin the pre-development process for the affordable/attainable build.

## Pre-Development Phase

Next steps for the build will include a pre submission assessment with Southgate planning staff and Grand River Conservation Authority, any environmental assessments that may be required, acquiring an architect for project drawing specifications and construction cost estimates and strategies to fund the project including a net zero feasibility assessment. The preliminary costs are estimated at \$250,000 and SEED funding from CMHC up to \$150,000 may be available.

On completion of this assessment, staff would return to the committee with a more substantial design and cost estimate for the site.

## Consultation

Staff will work with Southgate staff and the Southgate Affordable-Attainable Housing Committee to identify the appropriate design goals for the site, the right mix of affordable and attainable units, and environmental and accessible design is used where appropriate.

## Request for Proposal for Architect Services

The purpose of the RFP is to retain an architect to consider the results of the consultation and identify opportunities for the property to maximize the number of units and remain financially viable. The proposed apartment will include a mixture of residential, covered scooter parking, office space for staff and communal space for use by residents.

The preliminary design goals include:

1. To create efficient land use to minimize carbon footprint and to conduct a net zero feasibility assessment for the new build.
2. To offer a mix of affordable, rent geared to income and market units, including some units designed as AODA compliant barrier free.
3. To use available technologies to create 'green' environment wherever financially feasible.
4. To incorporate 'aging in place' design where possible, emphasis to be on accessibility.

The first phase of the architect scope of work includes:

- High level/conceptual drawings with full site layout;
- Updated analysis of water and sewage capacity requirements with municipal staff;
- Preliminary cost estimates;
- Presenting the concept to the taskforce.

With Council approval to move from concept to construction project, in the second phase of the contract, the architect would be required to:

- Complete required drawings for site plan approval as per municipal specifications;
- Complete full architectural drawings for Building Permit submission as per municipal specifications;
- Full architectural drawings for construction tender;
- Detailed project costing;
- Oversight of the building's construction

Staff estimate that the costs of both phases of architect services will be in the \$600,000 range.

## Funding

There are a few options for funding for the overall project. Staff intend on exploring opportunities for grants and loans for affordable housing project.

- SEED funding (CMHC) is available to support costs for completing pre-development activities related to the construction of new affordable housing supply. Examples are site surveys, environmental site assessments, project drawing specifications, and construction cost estimates. Funding is available for up to \$150,000.

- Co-investment Fund (CMHC) has long term, low interest loans available
- Infrastructure Ontario has low interest construction and take out loans available
- Affordable Housing Fund: Staff will explore funding that may be available in 2023 for construction costs. Grey County is awaiting funding amounts from the Province for 2022-2024.
- Development Charges: there are development charges identified in the draft Development Charges review for this build.

To create a financially stable affordable/attainable housing build, funds will be needed for up front construction costs and an operating subsidy will be required.

## Legal and Legislated Requirements

RFP for architectural services and agreement

## Financial and Resource Implications

The funds required for the first phase of the predevelopment work, estimated at \$250,000 will come from SEED funding, Affordable Housing Fund or Housing Reserve.

## Relevant Consultation

- Internal:
- External: Salter Pilon

## Appendices and Attachments

[Affordable Housing Concept Plan](#)



# Committee Report

<b>To:</b>	Chair McQueen and Members of the Affordable Housing Task Force
<b>Committee Date:</b>	October 26, 2021
<b>Subject / Report No:</b>	HDR-CW-21-21
<b>Title:</b>	Assessment of Long Term Care home conversion to Affordable Housing
<b>Prepared by:</b>	Anne Marie Shaw
<b>Reviewed by:</b>	Kim Wingrove, CAO
<b>Lower Tier(s) Affected:</b>	
<b>Status:</b>	

## Recommendation

1. **That Report HDR-CW-21-21 regarding an assessment of long term care home buildings being converted to affordable housing be received for information.**

## Executive Summary

To help address the need for more affordable housing, staff were asked to look at the feasibility of converting two available buildings into affordable housing units. Staff enlisted Salter Pilon Consulting to provide a site analysis on the suitability and number of units possible for each property, and the cost of the purchases and renovations.

## Background and Discussion

### 1029 4<sup>th</sup> Ave West, Owen Sound

The first property was brought forward through a notice of motion at a Committee of the Whole and is located at 1029 4<sup>th</sup> Ave West, Owen Sound. It is for sale due to the beds being redeveloped in a new location. The current building on the site is a 12,000 square foot building operating as a 29 bed Long Term Care facility. The building was built in 1979 and is 42 years old. The property is zoned Institutional. The building has a lower level basement which supports mechanical and service space requirements.

The building is heated with a combination of perimeter hydronic heating and perimeter electric baseboards. There appears to be independent ventilation supply through a separate system. The boiler plant has been recently replaced and is in good condition. The electrical systems seem in average condition. A building sprinkler system appears to have been added some

years ago.

## 135 William St. Meaford

The second property is located at 135 William St, Meaford. The current building on the site is a 29,636 square foot building. The building was built in 1977 and is 44 years old. The property is currently zoned Urban Institutional. The building has a lower-level basement which supports mechanical and service space requirements. The building has block veneer, with stucco and metal siding accents and a flat roof.

The building is heated with a perimeter hydronic radiant heating system. There appears to be independent ventilation supply through a separate system provided through rooftop units. The boiler plant has been recently replaced and is in good condition. The electrical systems seem in average to fair condition. The building does not have a sprinkler system.

### *Conversion Potential*

In both cases, the architect's opinion was that significant renovations would be required to change the type of occupancy for the buildings.

With respect to the property in Owen Sound, the property is zoned as Institutional. The City's Zoning By-law permits a number of uses within the Institutional zone including a Crisis Residence, Group Home, and a Group Residence and therefore a zoning amendment would likely not be required as long as the parking provisions can be met. A site plan application would likely be required.

With respect to the Meaford property, the property is zoned as Urban Institutional. The Meaford Zoning By-law only recognizes existing uses on lands zoned as Urban Institutional and therefore a zoning amendment would likely be required for the subject lands for any other use other than what exists today. It is possible that this could be considered a 'public use' under the Meaford Zoning By-law which may then be exempted from a zoning by-law amendment. A site plan application may also be required.

An Addendum to this report may be considered in closed session should the task force wish to further examine pricing considerations.

## Legal and Legislated Requirements

None

## Financial and Resource Implications

Conversion at either of these sites is estimated to cost between \$460,000 and \$495,000 per unit.

## Relevant Consultation

Internal (list)



External (list) Salter Pilon Consulting

## Appendices and Attachments

None